

**PERSONNEL BOARD MEETING**  
Monday, October 3, 2016 – 6:00 p.m.

Call to Order/Roll Call of Members: Pat Carnevale, Chairperson; Norberto Alvarez, Vice-Chairperson; Zoraya Pena, Member; Stephen Dielmann, Member; Luis Zubieta, Member

**AGENDA**

1. Request to approve the minutes of the September 7, 2016 Personnel Board meeting.
2. Request to approve leave with pay, because of death in the immediate family, for the listed employees, in accordance with Rule 13, Section 5 (f) of the Civil Service Rules and regulations, received September 2016.
  1. Vladimir D. Pierre                      Fire Department
  2. Arturo Saenz                              Police Department
  3. Pamela Zorsky                           Police Department
3. Report of Leave without Pay for September 2016.
4. Report of Civil Service Appointments for September 2016.
  1. Lia Garcia                                  Education and Community Services
  2. Francesco Alonso                      Fire Department
  3. Jose Pastrana                              Fire Department
  4. Marcelino Moreno                      Fire Department
  5. Jeffrey Kalinowski                      Fire Department
  6. Kevin Carnevale                        Fire Department
  7. Vladimir Pierre                         Fire Department
  8. Alexander Anchia                       Fire Department
  9. Javier Fong                                Fire Department
  10. Michael Higuera                        Fire Department
  11. Damian Hernandez                      Fire Department
  12. Rocky Gonzalez                        Parks and Recreation Department
  13. Marvin Alvarez                            Police Department
  14. Darlene Gomez                         Streets Department
  15. Antonio Perez                           Streets Department
5. Report of Civil Service Resignations for September 2016.
  1. Silvia V. Companioni                   Education and Community Services
  2. Erick Hernandez                        Education and Community Services
  3. Julia Hidalgo                           Education and Community Services
  4. Sandra Lopez                            Education and Community Services
  5. Juan C. Ortega                           Education and Community Services
  6. Jacqueline Vargo                        Education and Community Services

7. Yanela Montes De Oca	Finance Department
8. Raul Arias Almeida	Fire Department
9. Olga S. Nasco	Human Resources Department
10. Jacqueline Seijas	Parks and Recreation
11. Fernando Carvajal, Sr.	Police Department
12. Pedro P. Dominguez	Police Department
13. Christian Lopez	Police Department
14. Radames Cruz, Jr.	Public Works
15. Armando Diaz	Public Works
16. Priscilla Lopez-Perez	Retirement Department

6. Report of Maternal/Paternal Leave for September 2016.

- |                  |                   |
|------------------|-------------------|
| 1. Joseph Thomas | Police Department |
|------------------|-------------------|

7. Report of Leave of Absence for September 2016. **None.**

8. Request to conduct a Civil Service examination for the **Spray Technician** position with the following criteria:

- In-house, Competitive.
- 100% Written.
- Must obtain a score of 70% in order to be placed on the eligibility list.

Copy of the job description is attached. (No eligibility list on file.)

Range 46 – \$979 - \$1,892 Bi-weekly

9. Request to approve the **new** civil service classification and job description for the position of **Engineer II**. Item was tabled on the December 7, 2015 Personnel Board meeting.

Copy of **new** job description is attached.

Range 54 - \$1,671 - \$3,316 Bi-weekly

10. Request to approve the **new** civil service classification and job description for the position of **Water and Sewer Engineer**. Item was tabled on the December 7, 2015 Personnel Board meeting.

Copy of **new** job description is attached.

Range 49 - \$1,138 - \$2,402 Bi-weekly

11. Request to hear **Unfinished Business**.

12. Request to hear **New Business**.

**NEXT PERSONNEL BOARD MEETING: Monday, November 7, 2016 at 6:00 P.M.**

If any person decides to appeal any decision made by the Personnel Board with respect to any matter considered at this meeting, he/she will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans and Disabilities Act of 1990, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk no later than seven (7) days prior to the proceeding. Telephone (305) 883-5820 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955-8771 (TDD) OR (800) 955-8770 (VOICE), for assistance.